

**Placer County Public Agency Eligible List
Letter of Interest**

To: Placer County Personnel Director
Placer County Personnel Department
145 Fulweiler Ave., Suite 200
Auburn, CA 95603

By signing below, I certify that I am eligible to be placed on the Placer County Public Agency Eligible List for the classifications listed below because I meet **all** of the following criteria:

1. I have worked for a California public agency that operates under a personnel civil service or merit system; and
2. I have held permanent status in the classified service of that agency; and
3. I have been employed by the agency within one year prior to the date my completed application and required documentation is received by Placer County Personnel
4. I have sent the *Authorization for Release of Information to the County of Placer* and the *Interagency Information Request* to the California public agency I work(ed) for. I understand it is my responsibility to contact the agency to ensure the form is completed and sent to Placer County and that my application package will not be complete until the completed form is received by Placer County.
5. The *Interagency Information Request* completed by the California public agency I work(ed) for will confirm my permanent status and verify:
 - a. My employment record has been entirely satisfactory;
 - b. I have not been separated for cause;
 - c. I was appointed to the class in which I hold/held permanent status from an eligible list resulting from a qualifying or competitive examination;
 - d. If I am not currently employed by the other agency, I am eligible for reinstatement in the class in which I held permanent status.

I am interested in being placed on the Placer County Public Agency Eligible List for the following Placer County job classifications. These classifications are substantially similar in job assignment and responsibility and have the **same or less minimum qualifications** as the class in which I hold/held permanent status.

☐ Permanent Position Only ☐ Temporary (Extra Help) Position Only ☐ Permanent or Temporary (Extra Help) Position

Please use exact classification titles. Job specifications and classification titles are available at the Placer County Personnel department office and at www.placer.ca.gov/jobs select Job Specifications and Salary Information.

I have completed and attached the following documents:

- A Placer County Application for Employment; and
- A **copy** of the Authorization for Release of Information to the County of Placer and the Interagency Information Request that have been sent to the California public agency I work(ed) for.

Print Name

Signature

Date

Social Security Number

Address (street, city, state, zip code)

Phone Number

email address